

CTE Skill Certificate Test Performance Documentation

This document must be submitted to the test coordinator along with the test scan sheets at the time of testing. It will be submitted to the USOE for the audit and a copy kept on file for two years.

Course: Adult Roles & Financial Literacy A # Students in course:
Test Number: 317 # Students tested:
School: Date:
Instructor's Name:

This is to verify that the students on the attached class roll* accomplished the following performance objectives at or above the 80% (moderately to highly skilled) level.

1. Identify two personal and one financial values and set a short- and long-term goal that relates to each of these values.
2. Select an item to purchase that costs more than \$100. Research and compare at least three brands using consumer information resources. Use the decision-making process to determine which product to buy.
3. Develop a career plan that includes educational requirements, skill development, and income potential.
4. Demonstrate the ability to use at least two constructive communication skills.
5. Select, implement, and evaluate strategies to strengthen family relationships.
6. Demonstrate how to manage a checking account. Include how a bank statement is reconciled with a monthly statement.
7. Track your personal income and expenses for two weeks. Use your findings to develop a realistic monthly budget. Use and evaluate your budget for a minimum of two weeks.
8. Evaluate three different credit card applications comparing finance charges, interest, late fees, closing costs, annual fees, etc.
9. Using three different interest rates, determine the cost of an item purchased on credit as compared to paying cash.
10. Identify insurance needs at various life stages.

Each performance is documented and kept on file for two years. (check one or more)

- ☐ Individual student performance tracking sheets
- ☐ A class period summary score sheet
- ☐ Recorded and identified in the class grade book

Instructor's Signature: _____

*Attach a copy of the class period roll and draw a single line through any student on the roll not accomplishing ALL required performance objectives at the 80% (moderately to highly skilled) level.